

Electric Utilities -- Class A, B,

Rules Prescribing Standards for Electric Utilities Class A & B

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

DEPARTMENT OF BUSINESS REGULATION
PUBLIC UTILITY ADMINISTRATOR

RULES PRESCRIBING STANDARDS for
ELECTRIC UTILITIES
CLASS A and B

Effective: March 1, 1966

STATE OF RHODE ISLAND

DEPARTMENT OF BUSINESS REGULATION
OFFICE OF PUBLIC UTILITY ADMINISTRATOR

IN RE: PROMULGATION OF NEW RULES
AND REGULATIONS FOR CLASS A AND
CLASS B ELECTRIC COMPANIES.

Docket No. 930

This proceeding was initiated by the Division of Public Utilities on the motion of the Public Utility Administrator pursuant to the provisions of Section 3, Chapter 35, Title 42, of the Public Laws of 1958.

Pursuant to the statutory provisions the proposed rules and regulations applicable to persons and companies operating as Class A and Class B electric companies were scheduled for hearing, and the interested electric companies were so notified. The hearing was held on Thursday, October 21, 1965, in the Division's hearing room, Room 401, 49 Westminster Street, Providence, Rhode Island.

APPEARANCES:

T. Dexter Clarke, Esq.
Edward W. Dence, Esq.
Robert J. Conley, Esq.
Mr. William R. Michael
Mr. Louis A. Maguire
Mr. Eugene F. Reynolds
Mr. Frank R. Buckbee, Jr.

The operation of electric companies has been under the regulation and supervision of the Division of Public Utilities since the passage of the first regulatory act in the year 1912. Until this time, the Division has not issued rules and regulations governing the operation of electric companies. The economic well-being of our Rhode Island industries and commercial concerns, as well as the welfare of Rhode Island residents, has become increasingly dependent upon the efficient operation of the electric companies.

The rules and regulations which are appended hereto and made a part of this investigation and order were deemed necessary by the public Utility Administrator in order to establish standards to apply to Class A and Class B electric companies in their relationship between each company and its subscriber, as well as to clarify other practices relative to effecting compliance with the requirements of existing statutes.

In view of the fact that representatives of Class A and Class B electric companies, after notice and public hearing, concurred in the adoption of these proposed rules and regulations, it is the Administrator's judgment and finding that the appended rules and regulations, numbered 1 through 9, governing the practices of Class A and Class B electric companies are just and reasonable and should be adopted by the Division of Public Utilities as a practical means of enforcing the provisions of Chapters 2 to 4 inc Title 39 of the Rhode Island General Laws of 1956; accordingly, it is

(8084) ORDERED: That the rules and regulations, numbered 1 to 9 inclusively, relating to standards connected with the operation of Class A and Class B electric companies as provided for in Title 39, Chapter 2, 3 and 4 respectively, be and the same are hereby adopted by the Public Utility Administrator of Rhode Island as the official rules and regulations of the Division of Public Utilities; and it is

FURTHER ORDERED: That any and all existing rules and regulations relating to standards for Class A and Class B electric companies, which may have been promulgated by the Division of Public Utilities heretofore, are hereby repealed and vacated; and it is

FURTHER ORDERED: That said rules and regulations shall come effective March 1, 1966.

Dated at Providence, Rhode Island, this eighteenth day of January, A.D. 1966.

Frank L. Nunes
Administrator

RULES PRESCRIBING STANDARDS FOR ELECTRIC UTILITIES
CLASS A and B

I. APPLICATION OF RULES

- a. These rules shall apply to every public utility as hereinafter defined doing business as such, or authorized to do so, within this State.
- b. These rules shall be amended or repealed, and applications therefor shall be made, in accordance with the provisions of Title 42, Chapter 35 of the General Laws of 1956 entitled "Administrative Procedures".

II. DEFINITIONS

- a. The term "Division" means the Division of Public Utilities within the Department of Business Regulation.
- b. The term "Administrator" means Public Utility Administrator.
- c. The term "public utility" shall mean and embrace and apply to every corporation, company, person, association of persons, their lessees, trustees, or receivers appointed by any court whatsoever, that now or hereafter may own, lease, operate, manage or control any plant or equipment or any part of any plant or equipment, within this State, for the production, transmission, delivery or furnishing of electricity, light, heat or power, either directly or indirectly, to or for the public, and which is classified as either a class A or Class B electric utility in the "Uniform System of Accounts for Class A and B Electric Utilities", adopted by the Division of Public Utilities of the State of Rhode Island, November 3, 1960.
- d. The term "customer" shall mean and embrace, and apply to every corporation, company, person, association of persons, their lessees, trustees or receivers appointed by any court whatsoever, that now or hereafter may be supplied with electric service by any public utility as herein defined.
- e. The term "service" shall mean and embrace, in its broadest and most inclusive sense, the furnishing of electricity to a customer by a public utility.
- f. The term "meter", without other qualification, shall mean and embrace a device or appliance for the measurement of electrical quantities to be used as a basis for determining charges by a public utility for furnishing or rendering electric service to a customer.

III. SERVICE PROVISIONS

1. Filing of Rates Schedules.

Schedules showing all rates, tolls and charges by a public utility shall be filed and kept open to public inspection in accordance with the provisions of Title 39, Chapter 3, Section 10 of the General Laws of 1956.

2. Application for Service.

An applicant desiring service under a public utility's filed rate schedules may be required to make application in writing, in accordance with the forms prescribed by the public utility.

3. Information to Customers.

a. Each public utility shall, upon request, provide a customer with such information and assistance as is necessary to enable him to secure the most advantageous rate or rates.

b. Each public utility shall, upon request, explain to a customer the method of reading meters.

4. Deposits.

A public utility, as security for prompt payment of a customer's indebtedness to it, may require a cash deposit or other collateral satisfactory to it before rendering, or as a condition of continuing to render service to such customer. This deposit shall not be less than \$5.00 nor more than the estimated bill for two times the normal billing period. Interest shall be paid on deposits held six (6) months or more in accordance with applicable rate schedules or the terms and conditions of the public utility. Deposits, plus accrued interest thereon, less any amount due the public utility, will be refunded upon termination of service. When a deposit is applied against an account which has been terminated, interest shall cease to be accumulated on the balance at the date of termination.

5. Meter Reading and Bill Forms.

a. The metering equipment for each service shall be such as to register the number of kilowatt-hours (kwh) delivered during any period, and to the extent applicable, the number of Kilo-Var Hours (KvarH) and the Kilowatt (Kw) and Kilo-Volt Amperes (Kva) demand.

- b. All service meters shall be read at regular intervals and on the corresponding day of each meter reading period insofar as practicable within regularly scheduled work days.
 - c. Bills shall be rendered at regular intervals and shall show the date of the current meter reading and the amount or quantity of service for the billing period; and shall also show any applicable discount or penalty date.
 - d. Each public utility having prepayment meters in service shall, upon request, at the end of each collection period inform the customer of the readings of the meter at the beginning and end of the period, and the amount of money taken from the meter for the period corresponding to the meter readings.
 - e. Each public utility shall keep an accurate account of all charges for service billed each customer and shall maintain records showing information from which each bill rendered may be readily computed.
6. Each public utility shall make a full and prompt investigation of customer complaints made either directly or through the Division. A record of complaints received, other than those of a minor or routine nature, shall be kept for at least two years, and shall show the name and address of the complainant, the date and character of the complaint, and the disposition thereof.

7. Change in Character of Service.

If a change in character of service to a customer is brought about for the convenience or benefit of the public utility, the public utility shall pay such part of the cost of changing the equipment of the customer affected as shall be determined by mutual agreement. An equitable settlement would normally be on the following basis:

Payment by the public utility to the customer of:

- a. The cost of the customer's electrical utilization and equipment which is made obsolete, less proper allowance for depreciation.
- b. The cost of installing the new equipment and removing the old, less the salvage value of such equipment as the customer retains.
- c. The cost of making the necessary change in customer's wiring.

8. Discontinuance of Service

a. By Customer A customer may be required to give reasonable notice of his intention to discontinue service in accordance with the provisions of the applicable rate or terms and conditions of service and shall be responsible for all charges until expiration of such notice period.

b. By the public Utility

1. Non-Payment of Bills In accordance with the provisions of the applicable rate or terms and conditions of service, a public utility may require that bills be paid within a specified time after presentation. On and after Forty (40) days from the date of presentation service may be discontinued for non-payment provided written notice to the customer has been deposited in the U.S. mail at least 10 DAYS) days prior to the date of discontinuance. In lieu of the discontinuance, or upon reconnection, the public utility may require payments at less than monthly intervals. If service is discontinued for non-payment, the public utility may make a reasonable charge for reconnection.

2. For Violation of Rules. No public utility shall discontinue service to a customer for violation of any rule unless it shall first have deposited in the U.S. mail written notice to the customer at least 10 days prior to the date of discontinuance advising the customer in what particular such rule has been violated, except that service may be discontinued immediately when continuance of the service would endanger life or property, or when ordered to do so by any governmental agency or official having jurisdiction.

3. For Fraudulent Use of Service. A public utility may discontinue service without notice whenever a fraudulent use of the service by the customer is detected.

IV. QUALITY OF ELECTRIC SERVICE

1. Standard Frequency

The standard frequency for alternating current distribution systems shall be sixty (60) cycles per second, with permissible variations not exceeding maximum and minimum values of 60.3 and 59.7 cycles per second respectively.

2. Service Voltages

The following minimum and maximum standards of customers' service voltage shall be maintained within a 2 mile radius from any distribution sub-station serving the customer.

Table I

Established Standard Service Voltage	Minimum Voltage	Maximum Voltage	Type of Service
120	113	123	single or polyphase
120/240	113/226	123/246	single phase 3W
120/208Y	113/196Y	123/213Y	polyphase 4W
240	220	246	single or polyphase
480	440	490	single or polyphase
600	550	615	single or polyphase
2400	2200	2500	single or polyphase
2400/4160Y	2200/3810Y	2500/4325Y	polyphase 4W

For distances exceeding a 2 mile radius from any distribution sub-station serving the customer, the minimum permissible voltage shall not be less than 97% of the minimum values shown in Table I.

a. Momentary Fluctuations

Momentary fluctuations of voltage and/or frequency at the customer's service shall not be construed as non-compliance with this Section IV, Subsection 2 and for the purposes of these Rules a momentary fluctuation of voltage and/or frequency shall be defined as a change in voltage and/or frequency not exceeding a three (3) second time interval of a non-periodic recurring cycle; provided, however, that fluctuations in frequency and/or voltage having continuous and/or recurring periodic time cycles shall not be considered as compliance with this Section IV; and the public utility shall immediately initiate and complete all necessary action to eliminate and/or correct the cause of such fluctuations, if found to originate directly or indirectly within the public utility's system.

b. Abnormal Conditions

These Rules shall not apply to temporary conditions due to "Acts of God", Windstorm, Fire, Strikes, Insurrections, Constructions and/or Maintenance or other disruptions of service beyond the control of the public utility; provided, however, that all public utilities shall initiate immediate action and proceed without delay and perform all necessary work to restore its system and/or customers' services to normal operating conditions.

c. Special Provisions

No public utility shall be required to maintain service voltage at the point of delivery in accordance with Table I by means of wires or cables fully owned or installed by a customer which are (i) inadequate or undersized (ii) not capable of delivering the customer's normal requirements for electricity, or (iii) not in conformance with the requirements of the National Electric Code or any applicable statute, ordinance, rule or regulation of any authority having jurisdiction; provided, however, that voltage losses occurring by reason of the foregoing shall not exceed four percent (4%) of the normal initial supply voltage of the public utility distribution system or secondary transformer connection located at the nearest pole or poles on the public highway or other location nearest the point of delivery to the customer's property.

V. VOLTAGE SURVEYS AND RECORDS

1. Each public utility shall make a sufficient number of voltage tests in the areas (cities, villages and rural areas) served to indicate compliance with voltage requirements contained in Section IV hereof.
2. All volt meter records obtained under paragraph 1 of this section shall be retained by the public utility for at least two (2) years and shall be available for inspection by the Division or its representative.

VI. INTERRUPTIONS OF SERVICE

1. Each public utility shall use all reasonable means to avoid interruptions of service but should an interruption occur, service shall be re-established within the shortest time practicable, consistent with safety requirements.
2. Each public utility shall make a record of all interruptions of service of more than five (5) minutes' duration affecting the entire distribution system of a single community or the entire distribution circuit serving a division of a community and shall include in such record the date and time of interruption, approximate number of customers affected, the date and time of service restoration, and, when known, the cause of such interruption. Reports with reference to such service interruptions shall be made monthly to the Division on Form E-1.
3. When service is interrupted to perform work on lines or equipment, such work shall be done at a time causing minimum inconvenience to customers consistent with the circumstances. Customers seriously affected by such interruption shall be notified in advance, if practicable.

VII. METER ACCURACY AND TESTING

1. Inspection of Meters.

a. Meters removed from service. All meters removed from service which are to be reinstalled shall be inspected and tested for correctness of register ratio and register constant. In addition, worn or damaged parts shall be replaced.

b. Meter installations. All watthour meters and Demand Devices shall be checked before installation to insure correctness of operation when installed. In connection with installation an electrical check shall be made of all instrument transformer connections.

2. Test and Calibration of Meters.

a. Watthour Meters. All watthour meters shall be tested at loads and adjusted to tolerances as follows:

Test Load in Rated Meter Capacity	Power Factor	To Tolerances of
100%	1.0	Plus/Minus 1%
10%	1.0	Plus/Minus 1%
100%	0.5	Plus/Minus 2%

Meters also shall be checked for "creep" at no load and rated voltage.

b. Demand Devices All indicating and recording demand devices shall be adjusted as follows:

(i) Zero Adjustment

No demand device that fails to reset properly to zero shall be placed in service or allowed to remain in service without adjustment.

(ii) Up-Scale Check

Tests to determine the accuracy of a demand device shall be made at a point approximately mid-scale. In the case of graphic meters the check point shall be at the name plate rating of the meter.

No demand device under test having an error in indication or registration of more than 2% plus or minus (in terms of full scale deflection) shall be placed, or allowed to remain, in service without readjustment.

(iii) Time Cycle Devices

All motors used to maintain a timing cycle where such timing cycle directly affects meter registration, shall be tested to insure operation at the proper speed.

3. Test Schedules for Watthour Meters and Demand Devices

a. New Meters The manufacturer's test on new single phase meters will be accepted as a first test on a meter and so recorded if built to EEI-AEIC-NEMA Standard MSJ 10 "Standards for Watthour Meters", or as the same may be altered or modified from time to time. All new polyphase meters and all demand devices shall be tested and calibrated before being put into service. It is not required that tests under this subparagraph be reported to the Division, nor that they be considered as periodic tests of meters in service.

b. All alternating current watthour meters and demand devices in service shall be tested in accordance with the following requirements.

(i) Meters up to and including 12KVA shall be tested in accordance with either subparagraph (a) or (b) below. The schedule initially adopted by the public utility shall not be changed without notifying the Division.

(a) Periodic Test Schedule Watthour meters may be tested on a periodic basis by which every meter shall be tested at least once every twelve (12) years.

(b) Selective Test Plan Watthour meters may be tested under a selective plan as follows.

(1) Selective Test Population This shall include those single phase common or residential type watthour meters single stator of 0-12 KVA capacity. It shall not include those specific meter groups known to be adversely affecting overall meter accuracy, if these meters are placed on a fixed retirement program not exceeding five (5) years.

(2) Sample Test Group A Sample Test Group representing a cross-section of the meters in the Selective Test Population on company lines, shall be selected at random and tested each year. The Sample Test Group shall be at least 1% of meters in the Selective Test Population, but not less than 500 meters.

(3) Cumulative Sample Test Group The Cumulative Sample Test Group includes the Sample Test Group of the current year plus those of the immediately preceding years to a maximum of five Sample Test Groups.

(4) Number of Meters to be Tested The percentage of meters in the Cumulative Sample Test Group which displays a weighted average accuracy outside the limits of 98% to 102% shall be used to determine from the test Ratio Curve (Fig. I) the minimum number of meters to be tested (Total Meter Test Group) in the ensuing year.

(5) Supplemental Test Group. The Supplemental Test Group is the difference between the Total Meter Test Group and the Sample Test Group.

Supplemental = (Total) - (Sample). Tests of meters which are part of the Selective Test Population and which are returned to the shop for maintenance may be credited toward completion of the Supplemental Test quota.

Additional meters selected to fill the Supplemental Test quota shall be either:

Meters in service the longest without test, or Meters of specific types which are contributing a greater than average percentage of the meters outside the limits of 98% to 102%.

Specific meter groups known to be adversely affecting over-all meter accuracy, if placed on a fixed retirement program not exceeding five years, may be excluded from the Selective Test Population.

Such meters on a retirement program shall be junked at a uniform annual rate to eliminate them from Company lines in five years or less from the start of the program. If the retirement rate is not maintained, all remaining meters in the group must become part of the Selective Test Population and subject to the Selective Test Procedure.

(ii) Meters in Excess of 12 KVA and not Exceeding 100 KVA shall be tested on a periodic basis by which every meter shall be tested at least once every eight (8) years.

(iii) Meters in Excess of 100 KVA shall be tested on a periodic basis by which every meter shall be tested at least once every five (5) years.

(iv) Graphic type (curve drawing) demand meters shall be tested at least once in each year of service.

(v) Integrated Demand meters shall be subject to the same periodic tests as the Watthour meters with which they are associated.

(vi) For the purpose of this subparagraph (b) the KVA rating of a Self-contained AC Watthour Meter is the product of the rated voltage in Kilo-volts, the rated test amperes and the number of stators. The KVA rating of an instrument transformer classed watthour meter, is the product of the primary voltage in Kilo-volts, the name plate rating of the Current Transformers, and the number of stators.

c. Direct current meters in service with or without shunts and/or multiples at all meter ratings shall be tested once in each two (2) year service period.

d. All meters over 12 KVA capacity removed from service and not due for periodic test must be tested and recalibrated before being put back into service. These tests shall not be included as a part of the Periodic Tests.

e. Request Tests.

(i) All request tests must be made with the meter in its service location whenever practicable to do so.

(ii) Tests by public utility. When requested by a customer, each public utility shall test the accuracy of the customer's meter within fifteen (15) days from the time the request is made. If the meter has been tested during the preceding twelve (12) months, a public utility may require the deposit of a fee of Five Dollars (\$5) for such a test. If on testing the meter is found to be fast by more than 2%, the deposit shall be promptly refunded. If the meter is not found to be fast by more than 2% the public utility shall retain the amount deposited for the test. A customer may be represented in person or by an agent when the public utility conducts the test on his meter. A report giving the name of the customer requesting the test, the date of the request, the location, the type, make size, the serial number of the meter, the date tested, and the result of the test shall be supplied to such customer within a reasonable time after the completion of the test.

(iii) Tests by Division. Upon written application to the Division by a customer, a test will be made of the customer's meter in the presence of the Division's representative as soon as practicable. Each application to the division for test of a meter shall be accompanied by a fee of Five Dollars (\$5). If upon testing, the meter is found to be fast by more than 2% the Division shall return to the customer the amount of fee paid by the customer to the Division. When notified of an application submitted to the Division by a customer for a referee test as herein provided, the public utility shall not knowingly remove, interfere with, or adjust the meter to be tested without the written consent of the customer, approved by the Division.

f. Reports of periodic and sample tests of meters shall be reported to the Division on Form E-2 and Form E-2A once a year, or on the public utility's Standard Meter Test Report Form.

g. A complete record of the latest test made on a meter shall be retained in the public utility's files.

4. Billing Adjustments

a. Calculation of Error. In meter tests made by the division or by the public utility at the request of a customer, pursuant to paragraph e above, the correctness of registration of the meter and its performance in service shall be judged by its average error, determined as follows:

- (i) The average error shall be the weighted average of its error at light load with a weighting of one and its error at heavy load with a weighting of four.
- (ii) Any adjustment of charges which is made in accordance with this rule shall be based on such average error.

b. Adjustments.

(i) Fast Watthour Meters. Wherever as the result of a test made by the public utility or the Division at the request of the customer, a watthour meter is found to be fast in excess of 2% of the correct amount, the Company shall refund to the customer an amount equal to the charge for the excess kilowatt-hours billed for the twelve (12) month period immediately preceding such test, unless the time when the error first developed, or occurred can be definitely fixed, in which case the amount to be refunded shall be calculated from that time. Under no circumstances will an adjustment of a customer's bill be made if there is evidence that the meter has been tampered with.

(ii) Slow Watthour Meters. Whenever as the result of a test made by the public utility or the Division at the request of the customer, a watthour meter is found to be slow in excess of 2%, the Company may make a charge to the customer for the unbilled kilowatt-hours supplied for the previous twelve (12) months or since the last test, whichever is the shorter period.

(iii) Non-Registration. If a meter is found which does not register, the bill for the period of non-registration shall be based upon information recorded prior or subsequent to the period of non-registration and by any other pertinent information supplied by the customer or known to the public utility.

5. Testing Facilities and Equipment.

a. Watthour Standards

(i) Reference Standards. Every public utility shall have available one or more reference standards for the sole purpose of checking working standards. All reference standards shall be certified at least once each year in a laboratory acceptable to the Division. Each standard shall be accompanied by a calibration card noting the corrections at various working loads. These calibration cards when superseded shall be kept on file in the office of the public utility for a period of two (2) years.

(ii) Each public utility shall have an adequate number of working standards for testing customers' meters. These working standards shall be compared to reference standards at least once every three (3) months. Each working standard shall be accompanied by a calibration card noting the corrections at various working loads. These calibration cards, when superseded shall be retained by the public utility for a period of two (2) years. If comparisons with the reference standards show the working standard to be in error by 1% or over, it shall be returned to a standardizing laboratory for recalibration. In case a public utility does not maintain a reference watthour standard, the working standards must be checked every three (3) months in a laboratory acceptable to the Division.

b. Portable Indicating and Graphic Standards.

(i) Reference Instruments. Every public utility shall have available reference indicating electrical instruments of suitable range for checking working instruments. These reference indicating instruments shall be checked at least once each year in a laboratory acceptable to the Division and shall not be used in the field as working instruments. Calibration cards shall accompany each instrument noting the corrections to be applied at the various parts of the working scale.

(ii) Working Instruments. Each public utility shall have available sufficient working equipment for testing its switchboard instruments, for recording and indicating customer's voltage, and for testing any other electrical quantities which may be necessary. These working instruments shall be checked with the reference instruments at least once each year. If reference instruments are not available within the public utility, field instruments must be checked in a laboratory acceptable to the Division.

VIII. EQUIPMENT AND FACILITIES

1. Standard Practice

In determining standard practice, the Division will be guided by the provisions of the NATIONAL ELECTRICAL SAFETY CODE, the NATIONAL ELECTRICAL CODE, and such other relevant codes as shall be approved by the American Standards Association, except as any of the foregoing may in any particular case be modified by statute, ordinance, orders, rules or regulations by governmental bodies or agencies having jurisdiction.

2. Construction and Maintenance.

Each public utility shall construct, install, operate and maintain its plant, structures, equipment and lines in accordance with standard practice as defined in paragraph 1 above, and insofar as practical, in such manner as best to accommodate the public, and to prevent interference with service furnished by other public utilities.

3. Joint Pole Construction.

Except as otherwise permitted by the Division for cause shown, all installations making use of poles either for single or joint occupancy shall conform to standard practice.

4. Safety Instructions.

Each public utility shall adopt comprehensive instructions for the safety of employees, and shall supply a copy thereof to each employee before assignment to duty in generating stations, substations, on overhead or underground lines, and shall be satisfied that such employees have been properly informed of safe practices and are cognizant of all hazards involved.

5. Resuscitation.

Each public utility shall instruct its employees engaged in electrical work in the practice and use of accepted rules for resuscitation from electric shock. Copies of such rules shall be furnished to each such employee. Electrical work as used herein shall be construed to mean work on live electric conductors and equipment energized at potential exceeding 150 volts line to ground.

6. Accidents

Each public utility shall report to the Division as soon as possible after each accident happening in connection with the operation of its property, facilities or service, wherein any person shall have been killed or seriously injured or whereby any serious property damage shall have been caused. The first report may be preliminary, but, if so, shall be followed later by as full a statement as possible of the cause and details of the accident and the precautions taken, if any, to prevent similar accidents. (Form E-3, Appendix "D")

IX. RECORDS AND REPORTS

1. Station Records

- a. Each public utility shall keep sufficient records of the operation of its generating units and distribution supply feeders to show the characteristics and the performance of each.
- b. Unless sufficient information is furnished by the public utility supplying the energy, each public utility purchasing electric energy shall maintain adequate instruments and meters to obtain complete information as to such purchases.

2. Preservation of Records.

All records required by these rules shall be preserved by the public utility for a period of two (2) years unless otherwise specified herein or other controlling rules or regulations require a longer period of retention. Such records shall be kept within the State of Rhode Island at the office or offices of the public utility and shall be open at all reasonable hours for examination by the Division or its representative.

3. Reports to Division.

Each public utility shall file periodic reports with the Division on the following forms which will be furnished by the Division upon request:

Form No.	Title	Period	Appendix
E-1	Interruption of Service Report	Monthly	"A"
E-2	Periodic Meter Test Report	Annually	"B"
E-2A	Selective Meter Test Report	Annually	"C"
E-3	Utility Accident Report	As Required	"D"